

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Contract Change Order 12 for Emmett Sapp Builders Inc for The Villages Sumter County Service Center (Staff recommends approval.)

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**REQUESTED ACTION:** **Approve**

☐ Work Session (Report Only)

☒ Regular Meeting

**DATE OF MEETING:** 9/27/2011

☐ Special Meeting

**CONTRACT:** ☒ N/A

Effective Date: 12/8/2009

Managing Division / Dept:

Vendor/Entity: Emmett Sapp Builders

Termination Date: 12/31/2010

Facilities Development and Maintenance

**BUDGET IMPACT:** \$12,761.70

☐ Annual

☒ Capital

☐ N/A

**FUNDING SOURCE:**

Capital Outlay Construction Fund

**EXPENDITURE ACCOUNT:**

307-010-511-6506

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**HISTORY/FACTS/ISSUES:**

Increase in scope of work to remove counter tops, patch and repaint walls, replace carpet base to renovate the Transit Office to accommodate the Transit contract management staff. And to provide power/data for four wall mounted tv's.

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**SUMTER COUNTY BOCC  
CHANGE ORDER FORM**

PROJECT: The Villages Sumter County Service Center	CHANGE ORDER NUMBER:	12
	DATE:	9/27/2011
	ARCHITECT'S PROJECT NO.:	921
TO CONTRACTOR:	CONTRACT DATE:	12/8/2009
	CONTRACT FOR:	\$5,389,945.00

The Contract is changed as follows:

Increase in scope of work for renovating the Transit office removing counter tops, patching and repainting the walls and replacing the carpet base. And to provide power/data for four wall mounted televisions.

Not valid until signed by the Owner, Architect.

The original (Contract Sum) (Guaranteed maximum Price) was	\$5,389,945.00
Net change by previously authorized Change orders	(\$244,618.70)
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$5,145,326.30
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$12,761.70
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$5,158,088.00

The Contract Time will be (increased) (decreased) (unchanged) by	0 Days
The date of Substantial Completion as of the date of this Change Order therefore is	

KP Studio Architect P.A.  
ARCHITECT  
537 NE 8th Ave  
Address  
Ocala FL 34470

Emmett Sapp Builders, Inc  
CONTRACTOR  
4430 NE 83rd Rd  
Address  
Wildwood FL 34785

Sumter County BOCC  
OWNER  
7375 Powell Rd  
Address  
Wildwood FL 34785

BY

BY

BY

Larry C. Krietemeyer-President

Emmett Sapp Jr.

Don Burgess - Chairman

DATE

DATE

DATE

# Emmett Sapp Builders, Inc.

4430 NE 83RD ROAD  
WILDWOOD, FL 34785  
(352) 748-1949

## Change Request

To: DOUG CONWAY  
Sumter County Board of Comm  
910 N Main St Room 201  
Bushnell, FL 33513  
Ph: 352-793-0200 Fax: (352)793-0207

Number: 187  
Date: 9/6/11  
Job: 09-39 Sumter County Service Center  
Phone:

Description: Remove counter tops, patch and repaint walls, replace carpet base

We are pleased to offer the following specifications and pricing to make the following changes:  
Remove counter tops, patch and repaint walls, replace carpet base

The total amount to provide this work is .....  
(Please refer to attached sheet for details.)

\$3,595.20

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

307-010-51-6506

Submitted by: Shelton Crow  
Emmett Sapp Builders, Inc.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_

Cc:

**Emmett Sapp Builders, Inc.**

4430 NE 83RD ROAD  
WILDWOOD, FL 34785  
(352) 748-1949

Change Request 187 Price Breakdown  
Continuation Sheet

**Description:** Remove counter tops, patch and repaint walls, replace carpet base

Description	Labor	Material	Equipment	Subcontract	Other	Price
Remove counter tops				\$300.00		\$300.00
Drywall patch ready to paint				\$175.00		\$175.00
Paint Walls				\$345.00		\$345.00
Replace/Repair Carpet Base				\$394.00		\$394.00
Supervision 5 hrs @ 40.00	\$200.00					\$200.00
Project Management 3hrs @ 45.00	\$135.00					\$135.00
Install Doors on all upper Cabinets				\$1,875.00		\$1,875.00
<b>Subtotal:</b>						<b>\$3,424.00</b>
Markup				\$3,424.00	5.00%	\$171.20
<b>Total:</b>						<b>\$3,595.20</b>



# PENN FLOORING

Carpet • Vinyl • Tile • Wood • Ceramic • Laminate • Area Rugs • Installation Supplies  
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 pennflooring@embarqmail.com

## FAX COVER PAGE

NUMBER OF PAGES

(INCLUDING THIS PAGE):

1

DATE:

9/1/11

TIME:

ATTN:

SHELTON - Hill

FAX NUMBER:

352-748-1065

COMPANY:

Fm. Jones

THE PERSON SENDING THIS FACSIMILE:

Joan P

REMARKS: URGENT K FOR YOUR REVIEW REPLY ASAP PLEASE COMMENT

S/M - SUMMER SERVICES BLDG.

① CARPET TILE 1 CARPET 14 ACES  
 BIGELOW - ON THE RISE

② CARPET BASE - BLACK APPROX 15 FF

ALL TILES AND REPLACE APPROX 8 PCS  
 REPLACE CARPET BASE APPROX 15 FF

MATERIAL - LABOR - TAX

\$ 394.00

THANKS

Joan P



JOB \_\_\_\_\_ EXTRA: \_\_\_\_\_

PROPOSAL \_\_\_\_\_

RECEIVED

SEP 01 2011

BY: \_\_\_\_\_

SUBCONTRACT \_\_\_\_\_

CHG# \_\_\_\_\_ COST CODE \_\_\_\_\_

CATEGORY \_\_\_\_\_

LIEN RELEASE \_\_\_\_\_

PROPOSAL NO. \_\_\_\_\_

SHEET NO. \_\_\_\_\_

DATE \_\_\_\_\_

9-1-11

PROPOSAL SUBMITTED TO: \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NO. \_\_\_\_\_

WORK TO BE PERFORMED AT: \_\_\_\_\_

ADDRESS \_\_\_\_\_

DATE OF PLANS \_\_\_\_\_

ARCHITECT \_\_\_\_\_

We hereby propose to furnish the materials and perform the labor necessary for the completion of \_\_\_\_\_

Transit Authority Office

Remove all Cabs. & C/Tops  
Saving as much as Possible

375<sup>00</sup>

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work, and completed in a substantial workmanlike manner for the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

with payments to be made as follows: \_\_\_\_\_

Respectfully submitted \_\_\_\_\_

Steve Long

Per \_\_\_\_\_

SPECIFICS

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Note - This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

#### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_



# PROPOSAL

RECEIVED  
SPECIFICS  
SEP 09 2011

PROPOSAL NO	2
SHEET NO	Revised
DATE	9-9-11

BY: \_\_\_\_\_

PROPOSAL SUBMITTED TO: Shelton

WORK TO BE PERFORMED AT:

NAME	ESB
ADDRESS	
PHONE NO.	

ADDRESS	Sumter Co. Serv. Center
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of \_\_\_\_\_

Transit Authority Office

Remove all C/Tops & supports 300<sup>00</sup>  
Saving as much as possible

Install Doors on all upper Cabs 1575<sup>00</sup>

Total 1875<sup>00</sup>

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work, and completed in a substantial workmanlike manner for the sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_)

with payments to be made as follows:

Respectfully submitted Steve Long

Per SPECIFICS

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Note - This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

**Emmett Sapp Builders, Inc.**

4430 NE 83RD ROAD  
WILDWOOD, FL 34785  
(352) 748-1949

*Change Request*

**To:** DOUG CONWAY  
Sumter County Board of Comm  
910 N Main St Room 201  
Bushnell, FL 33513  
Ph: 352-793-0200 Fax: (352)793-0207

**Number:** 188  
**Date:** 9/20/11  
**Job:** 09-39 Sumter County Service Center  
**Phone:**

**Description:** Provide power/data for four wall mounted TV's

We are pleased to offer the following specifications and pricing to make the following changes:

The total amount to provide this work is .....  
(Please refer to attached sheet for details.)

\$9,166.50

The schedule is not affected by this change.

If you have any questions, please contact me at (352)748-1949.

Submitted by: Shelton Crow  
Emmett Sapp Builders, Inc.

Approved by: \_\_\_\_\_  
Date: \_\_\_\_\_

Cc:



**Emmett Sapp Builders, Inc.**

4430 NE 83RD ROAD  
WILDWOOD, FL 34785  
(352) 748-1949

**Change Request 188 Price Breakdown  
Continuation Sheet**

**Description:** Provide power/data for four wall mounted TV's

Description	Labor	Material	Equipment	Subcontract	Other	Price
Custom Casework				\$600.00		\$600.00
Provide power/data for four wall mounted TV's				\$7,690.00		\$7,690.00
Jobsite Cleaning/Gen. Labor	\$150.00					\$150.00
Supervision 5 hrs @ 40.00	\$200.00					\$200.00
Project Management 2 hrs @ 45.00	\$90.00					\$90.00
<b>Subtotal:</b>						<b>\$8,730.00</b>
Markup				\$8,730.00	5.00%	\$436.50
<b>Total:</b>						<b>\$9,166.50</b>

PROPOSAL

RECEIVED

SEP 09 2011

BY: \_\_\_\_\_

PROPOSAL NO	1
SHEET NO	
DATE	9-9-11

PROPOSAL SUBMITTED TO: Shelton

WORK TO BE PERFORMED AT:

NAME	ESB
ADDRESS	
PHONE NO.	

ADDRESS	Sumter Co. Serv. Center
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of \_\_\_\_\_

2<sup>nd</sup> Floor Conference Room